



APPROVED 12/04/2019

Reach Cyber Charter School

MINUTES OF THE BOARD OF DIRECTORS MEETING AND STRATEGIC PLANNING RETREAT

Wednesday, October 16, 2019 at 9:00 a.m.

Held at the following location and via teleconference

Sheraton Harrisburg Hershey Hotel
4650 Lindle Road
Harrisburg, PA 17111

I. Call to Order and Roll Call

Mr. Taylor called the meeting to order at 9:09 a.m. when all participants were present and able to hear each other.

Board Members Present: David Taylor, Joe Harford and David Biondo (in person) and Alex Schuh (via phone);

Board Members Joined During Meeting: Paul Donecker and Gail Hawkins-Bush;

Guests: Jane Swan, School Leader; Karen Yeselavage, LeAnn Ritchie, Rachel Parker, Greg McCurdy, Corey Geoff, Jordann (J.D.) Smith, Andy Gribbin, Cody Smith, Kelly McConnell, Jamie Miedel, Scott Stuccio, Rachel Graver and Christine Miller, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Amanda Jay, Heather Woodward and Megann Arthur, Pearson Online and Blended Learning (POBL) staff (in person); Heather Berger and Nancy Wagner, School Staff; Melissa Brown, Megan Holston, Gary Corkran and Hussa Blake, Pearson Online and Blended Learning (POBL) staff (via phone).

II. Public Comment

There were no public comments made at this time.

III. Routine Business

a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. The Board tabled Consent Item (d) Approval of Health Services Policy re Updates to Student Screening Requirements, to allow school leadership additional time to review. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the October 16, 2019 Meeting and Strategic Planning Retreat of the Reach Cyber Charter School Board of Directors, as amended, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. Executive Director's Report

i. Final Results on 2018-2019 Goals, State Testing Results and State of the School Report

Ms. Swan reviewed recent back to school activities, field trips, STEM activities and student accomplishments.

[Mr. Donecker joined the meeting at 9:12 a.m.]

Ms. Swan continued her annual State of the School report.

[Ms. Hawkins Bush joined the meeting at 9:15 a.m.]

The Board discussed the School Leader's county by county enrollment map, as included in the Board materials. Additionally, Board members discussed their outreach activity options based on where they reside around the state with particular focus on meeting with families and gathering feedback on the program.

[Ms. Wagner joined the meeting at 9:16 a.m.]

Ms. Swan reviewed highlights from the school's most recent Parent Satisfaction Survey, and the Board had extensive discussion on student matriculation post-graduation. Ms. Swan reviewed trends in enrollment from the previous school year to the current one, as well as progression on school goals. She reminded Board members that the staff worked closely with POBL staff on establishing this year's school goals, and reiterated that the school goals represent the major driver for the staff incentive plan. Ms. Swan also reviewed with the Board the recent state testing data. The Board had discussion on the staff and student accomplishments over the past year, the data provided on last school year and current metrics, and brainstormed ways to positively promote the school and student successes.

b. Financial Report

Ms. Holston reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, advising on changes since the previous months' statements. The Board discussed the fund balance in detail.

i. Board Support Update

Ms. Holston reviewed the school's support from the School Financial Services team, and advised that she and Mr. Corkran would be the school's primary financial support representatives from POBL moving forward.

V. Consent Items

Mr. Taylor asked the Board Members whether there were any items from the Consent Items that they wanted moved to Action Items for discussion, or tabled. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the September 18, 2019 Board Meeting;
- b. Approval of Staffing Report; and
- c. Approval of POBL Invoice(s) for September; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of School Focus Goals for the 2019-2020 School Year

Ms. Swan reminded Board members of the review earlier in this meeting of the school focus goals for the 2019-2020 school year, as also included in the Board materials. Board members had discussion on state assessment benchmarks, as well as alignment with those and the charter agreement. Ms. Swan advised that the staff worked closely with school leadership and POBL on establishing the school goals. She further advised the Board that the school goals represent the major driver for the staff incentive plan. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the school focus goals for the 2019-2020 school year, as presented, are hereby approved.

The motion passed unanimously.

b. Approval of Extension of Current Statement of Agreement (SOA) with Pearson Online and Blended Learning (POBL)

Mr. Taylor and Ms. Swan provided a brief update on the progress to date regarding negotiations on the school's renewal SOA with POBL. Mr. Taylor advised of the discussions held thus far with Board Counsel and additional stakeholders, and the areas of the SOA that are still being finalized. Mr. Taylor and Ms. Jay recommended the Board authorize Mr. Taylor to work with Board Counsel to determine the extension deadline for the current Agreement. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board President as Board Designee to Determine Extension Deadline of Current Statement of Agreement (SOA) with Pearson Online and Blended Learning (POBL), pending review with Board Counsel, as presented, is hereby approved.

The motion passed unanimously.

VII. Information Items

a. Charter Choices Contract Update(s)

Mr. Taylor and Mr. Biondo provided the Board with an update on this item, as well. Mr. Biondo advised that services provided by Charter Choices are likely to remain similar as are currently in place, but some minor changes may be required based on the finalization of the POBL SOA. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board President as Board Designee to Determine Extension Deadline of Current Contract with Charter Choices, pending review with Board Counsel, as presented, is hereby approved.

The motion was approved unanimously.

b. State and Strategic Client Relations (SSCR) Update

Ms. Jay provided the Board with an update on recent legislative activities in the state, which may impact the school. Board members had discussion on legislative activities both locally and nationally.

c. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of Pearson Online & Blended Learning's (POBL) School Leadership Team.

i. School Operations Metrics

Ms. Brown presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other POBL partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Brown.

d. Results of the 2018-2019 School Year EMO Evaluation

Mr. Taylor asked Ms. Arthur to discuss this item with those in attendance. Ms. Arthur reminded the Board of the annual evaluation requirement, and provided some highlights of the results of the independent third party evaluation, completed by five (5) of the six (6) members of the Board. She thanked the Board for their feedback and service, and advised that the results would be shared within the POBL support team. Following Ms. Arthur's inquiry, Board members indicated that follow up communication and/or action was not needed at this time.

[The Board took a brief recess at 9:50 a.m. before beginning the Strategic Planning portion of the meeting. Board members present were: David Taylor, Joe Harford, David Biondo, Paul Donecker and Gail Hawkins-Bush. Guests present were: Jane Swan, Rachel Graver, Rachel Parker, LeAnn Ritchie, Greg McCurdy, Jordann (J.D.) Smith, Amanda Jay, Heather Woodward and Megann Arthur. All others left the meeting at this time.]

[The Board resumed the meeting at 10:00 a.m.]

VIII. Strategic Planning

a. Strategic Plan Report

Ms. Swan advised that she and her leadership team had presentations for the Board's discussion, and possible consideration, stemming from action plans included within the existing Strategic Plan. Ms. Swan and her leadership team reviewed in detail a number of S.T.E.M. specific options and programs available, including camps, coding clubs, weather education programming, and additional content teachers are interested in exploring for the school. Ms. Ritchie presented to the

Board on OverDrive, an audiobooks option that she school believes would greatly improve students' learning experience.

Mr. Smith also provided the Board with a presentation on the advantages of badging, including the two primary companies he was currently investigating to determine the best option and cost. Board members thanked the school leadership team for the time and dedication to improving student experiences and outcomes, and expressed their support for the team to continue exploring these options, and bring formal proposals back to the Board for consideration at a future meeting.

[Ms. Graver, Ms. Parker, Ms. Ritchie, Mr. Smith and Mr. McCurdy left the meeting at 12:15 p.m.]

b. Strategic Plan Discussion

Ms. Woodward provided a high level summary of the Board's current Strategic Plan, highlighting completed action plans and progress on others. She discussed recommended objectives for the Board for the current school year, and inquired about their primary areas of focus for school growth and improvement. The Board had discussion on academic achievements, metrics data and assessment benchmarks; Board members brainstormed potential opportunities to reach students needing extra help in certain subject areas. Following discussion by all present regarding goals and objectives for the school and Board, the Board determined that it would be best to hold another strategic planning workshop at their next meeting, and moved that meeting to be held on December 4, 2019 at a time to be determined.

IX. Adjournment and Confirmation of In Person Meeting – Wednesday, December 4, 2019 at a start time to be determined by Chair

Mr. Taylor inquired if there was any other business or discussion. There being no further business or discussion, a motion was made and seconded as follows:

RESOLVED, that the next meeting date is Wednesday, December 4, 2019 at a start time to be determined by the Chair, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 1:00 p.m., is hereby approved.

The motions passed unanimously.